

Memorandum of Understanding

Purpose of the Agreement

This Memorandum of Understanding (MOU) entered into between the Vermont Department of Public Safety, Division of Emergency Management and Homeland Security and the Vermont Communications Board Steering Committee representing the Vermont Communications Board outlines the terms and conditions for the allocation and usage of U.S. Department of Homeland Security grant funds for the purposes of homeland security funded communications equipment for local and state emergency responders and other emergency officials.

WHEREAS, the Fiscal Year 2016 State Homeland Security Grant Program provides funding for planning, and equipment, for state and local emergency responders and other officials. The federal grant guidance requires that 80% of grant funds be obligated to local units of government.

WHEREAS, the federal grant guidance allows that states may hold portions of the 80% allocation of grant funds on behalf of local units of government providing that local organizations enter into a memorandum of understanding specifying the amount of funds to be retained by the State. The Division of Emergency Management and Homeland Security agrees to provide up to \$1,462,424.04, as detailed below, during the period covered by this MOU to be utilized by the Vermont Communications Board to be utilized for interoperable communications equipment to local emergency responders and other local officials.

WHEREAS, the parties listed below agree to the use of local grant funds to support the development and implementation of the homeland security interoperable communications project by the Vermont Communications Board. The Vermont Communications Board project will be a multi-year, multi-phase project addressing interoperability, and agency's emergency needs of existing capabilities and current SAFECOM, FCC and Division of Emergency Management and Homeland Security mandates.

Funding & Financial Responsibilities

Federal Grant Award: EMW-2016-SS-00054

Total Allocation Breakdown:

Local - VCOMM - Equip – Replacement consoles for State and Local PSAPS	\$984,083.04
Local - VCOMM - Equip -VCOMM Lifeline Maintenance - CJS	\$309,935.00
Local - VCOMM - Org - VCOMM Lifeline Maintenance - Radio Tech	\$80,000.00
Local - VCOMM - Equip - VCOMM Maintenance - Hartford PSAP	\$16,350.00
Local - VCOMM - Equip - VCOMM Maintenance - Lamoille PSAP	\$25,556.00
Local - VCOMM - Equip - VCOMM Maintenance - Shelburne PSAP	\$22,500.00
Local - VCOMM - Equip - VCOMM Maintenance - St. Albans PASP	\$24,000.00
Total	\$1,462,424.04

- This funding will support the Lifeline maintenance contract to ensure that the Lifeline remains operational and available to provide interoperable communications throughout the State of Vermont. Funds for the replacement consoles for State and Local PSAPS will be retained by DEMHS until a state contract is in place to purchase consoles.

Source of Funds:

Federal Funds 100 %

CFDA Title: State Homeland Security Grant Program
CFDA Number: 97.067
Award Name: FY 16 State Homeland Security Grant Program
Award Number: EMW-2016-SS-00054
Award Year: 2016
Federal Granting Agency U.S. Department of Homeland Security
Research and Development Grant? Yes ☐ No ☒

Duration of Memorandum & Termination Process

This agreement shall be effective from acceptance of the FY 2016 Homeland Security Grant Program through the expiration of the program.

Membership of the Working Group

Vermont Career Fire Chief Association, Vermont Fire Chief Association, Vermont State Firefighter's Association, Vermont Association of Chiefs of Police and the Vermont Sheriff's Association will each appoint one (1) representative each. If representation does not include an agency from each Public Safety District, the Department of Public Safety will nominate one (1) person from each Districts not represented to serve on the Working Group.

One (1) representative from Vermont Criminal Justice Services will be appointed by the Director of Vermont Criminal Justice Services.

Support for the Working Group will be provided by the Department of Public Safety's Financial Office and the Division of Emergency Management and Homeland Security.

If a member has two (2) consecutive unexcused meeting absences, the Chair of the Working Group will contact the organization which assigned the representative to discuss identifying a replacement.

The Working Group will review the membership annually to identify if any changes need to be made to the structure. Members will appoint a Chair of the Working Group annually when the membership is reviewed.

Meetings & Reporting

The Working Group will meet quarterly at a minimum. The next meeting date will be set prior to the adjournment of each meeting.

Department of Public Safety Division of Emergency Management and Homeland Security personnel will be responsible for securing the meeting location, setting the agenda, taking minutes and distributing them for each meeting.

Expenditures of Grant Funds

The Working Group will be responsible for identifying which projects will be considered for inclusion in the Homeland Security Grant Program Application. Once projects have been approved by the Division of Emergency Management and Homeland Security, the Working Group will review the Investment Justification or applicable application forms to be submitted with the Homeland Security Grant Program Application developed by the Division of Emergency Management and Homeland Security.

Once funding priorities have been established by the Division of Emergency Management and Homeland Security, the Working Group will assist in developing a Request for Proposals, including what is allowable to be applied for, what is unallowable, and evaluation criteria for each application for local emergency responders and other officials to apply for funds to develop projects to be included in the Investment Justification.

Applications from local emergency responders and other officials will be received by the Financial Office and reviewed and tentatively awarded by the Working Group based on the criteria outlined in the Request for Proposals.

Once Homeland Security Grant Program Funds have been awarded, the Division of Emergency Management and Homeland Security will work with the Financial Office to issue awards to agencies whose projects were tentatively awarded.

If any Homeland Security Grant Program Funds are not spent through the process outlined above within twelve (12) months of the execution of this MOU, the Division of Emergency Management and Homeland Security will determine if an additional Request for Proposal will be issued or if funds will be allocated to another Working Group for expenditure.

Current Membership

Current Contact Information listed for all parties.

Name: Paul Duquette
Phone Number: (802) 730-9187

Agency: VCOMM Appointed Chair
E-mail: Paul.Duquette@@lamoillesheriff.org

Vermont Sheriff's Association
Name: Stephen Benard
Phone Number: (802) 775-8002

Agency: Rutland County Sheriff's Department
Email: Stephen.Benard@vermont.gov

Vermont Career Fire Chief Association
Name: Ken Morton
Phone Number: (802) 764-1142

Agency: Williston Fire Department
Email: KMorton@willistonfire.com

Vermont Fire Chief Association & Vermont State Firefighter's Association
Name: Al Barber
Phone Number: (802) 777-2240

Agency: Hinesburg Fire Department
Email: vt1320@aol.com

Vermont Association of Chiefs of Police
Name: Doug Johnston
Phone Number: (802) 885-2113

Agency: Springfield Police Department
Email: Douglas.Johnston@vermont.gov

Vermont Criminal Justice Services

Name: Terry LaValley

Phone Number: (802)-241-5215

Agency: Department of Public Safety -

Division of Criminal Justice Services

Email: Terry.LaValley@vermont.gov

VCOMM Steering Committee

By:

Paul Duquette

Date Signed: _____

Doug Johnston

Date Signed: _____



Stephen Benard

Date Signed: 9-30-16

Terry LaValley

Date Signed: _____

Kenneth Morton

Date Signed: _____

By: Department of Public Safety

Al Barber

Date Signed: _____

Keith Flynn
Commissioner
Vermont Department of Public Safety

Date Signed: _____

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Stephen Benard

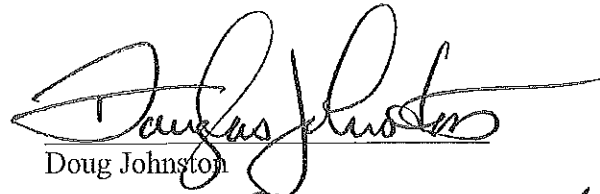
Date Signed: _____

Kenneth Morton

Date Signed: _____

Al Barber

Date Signed: _____


Doug Johnston

Date Signed: Sept. 28, 2016

Terry LaValley

Date Signed: _____

By: Department of Public Safety

Keith Flynn
Commissioner
Vermont Department of Public Safety

Date Signed: _____

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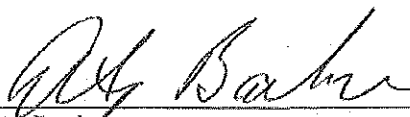
Date Signed: _____

Terry LaValley

Date Signed: _____

Kenneth Morton

Date Signed: _____



Al Barber

Date Signed: 10/2/14

By: Department of Public Safety

Keith Flynn
Commissioner
Vermont Department of Public Safety

Date Signed: _____

Vermont Criminal Justice Services

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Email: Terry.LaValley@vermont.gov

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Stephen Benard

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Kenneth Morton

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Al Barber

Date Signed: _____

By: Department of Public Safety

Keith Flynn
Commissioner
Vermont Department of Public Safety

Date Signed: 12/5/16

Vermont Criminal Justice Services

Name: Terry LaValley

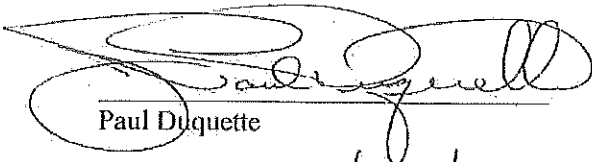
Phone Number: (802)-241-5215

Agency: Department of Public Safety -
Division of Criminal Justice Services

Email: Terry.LaValley@vermont.gov

VCOMM Steering Committee

By:



Paul Duquette

Date Signed: 10/07/16

Doug Johnston

Date Signed: _____

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Al Barber

Date Signed: _____

By: Department of Public Safety

Keith Flynn
Commissioner
Vermont Department of Public Safety

Date Signed: _____